



Ohio Administrative Code

Rule 3332-1-22 Fees for certificate of registration and program authorization.

Effective: January 3, 2022

(A) Each new school, change of ownership, or school renewal must pay a fee for the certificate of authorization and a fee for each program for which they are seeking board approval. All fees submitted to the board are not refundable.

(B) Fees for the initial issuance and renewal of certificates of registration and are based on the actual or expected gross annual tuition income of applicant schools as defined by rule 3332-1-02 of the Administrative Code. Schools applying for an initial certificate of registration must estimate their first year's gross tuition income.

(C) The first certificate of registration issued to a new school, including schools that change ownership, is valid for one year unless earlier revoked by the board. Renewal certificates of registration are valid for two years unless earlier revoked by the board.

(D) Fees for the issuance of a certificate of registration, including both new schools, changes of ownership, and school renewals, is based on the projected or actual gross tuition income of the school as follows:

Gross annual tuition	New school/ownership	Renewal
Less than \$100,000	\$200	\$400
\$100,000 to \$ 999,999	\$350	\$700
\$1,000,000 and over.	\$1000	\$2000

(E) Certificates of program authorization for individual programs are valid for a period of time specified by the board. The effective date of program reauthorization will normally be the anniversary date of the original program or the anniversary date of the school's certificate of registration.

(F) Fees for the initial issuance and renewal of program authorization will be as follows:



Program type	New and renewal programs
Certificate/diploma	\$200 per year
Associate degree	\$275 per year
Bachelor's/other degree	\$450 per year
Major within degree program	\$150 per year

(G) Complete applications for renewal of a certificate of registration or program authorization must be received by the board at least sixty days prior to the expiration date of the school's certificate of registration. Renewals, if approved, will become effective on the anniversary date of the granting of the original or last renewal. Applications for renewal may not be considered complete until all documents required are received by the board. Completed applications received less than sixty days prior to the expiration date of a school's registration may be assessed an additional late fee charge of ten per cent of a school's renewal fee.

(H) All schools have thirty days to pay fees assessed in accordance with this rule. Fees not submitted in a timely manner may be assessed an additional late fee charge of ten percent of the school's total invoice fee. Any school that submits a check that is returned for insufficient funds or that is otherwise dishonored will be assessed an additional penalty of fifty dollars and may be required to submit all future payments via money order or certified check.